



B.J. Walker, Commissioner

Department of Human Resources • Division of Family and Children Services • Janet R. Oliva, Ph.D., Division Director
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July 19, 2004

MEMORANDUM

CORRECTED COPY

TO: Managers of Field Operations
County Directors
Social Services Supervisors
Regional Program Specialists
Lynn Robinson, Deputy Director, OCP
Gwendora Bailey, Deputy Director, OCP

FROM: Janet R. Oliva, Ph.D., Division Director

RE: Approval of Office of Child Protection Waivers

This memorandum provides clarification regarding the approval authority for certain Office of Child Protection (OCP) waivers. Effective upon receipt, Managers of Field Operations have approval authority for the following waivers within budget allocations for Field Management areas:

- Additional funds or extensions of timeframes for Early Intervention, Parent Aide, PUP or Homestead cases;
- Additional funds and/or extension of timeframes for First Placement Best Placement Wraparound services:
 - The first extension of up to six months and approval of funds not to exceed \$5000 may be approved by the County Director
- Permits and drivers licenses for children in custody;
- Home schooling and or private schooling of children in custody;
- Unusual medical expenses for children in custody above the \$5,000.00 limit;
- Approval of children in custody to travel out of the state or country;
- Unreadable fingerprints on the elderly or disabled who reside in otherwise approved homes;
- Approval of funds for burial of foster children;
- Approval of additional funds for a foster child's clothing allowance in cases of unexpected growth spurts, special clothing needs;

All approved waivers must meet the requirements in the applicable Social Services policy. We hope that this

change in the waiver approval process moves decision making closer to the family and service provider and expedites decision making and service provision. If you have any questions, please contact Sarah Brownlee, Acting Section Director, 404-657-3463.

cc: State Office Section Directors
David Hellwig, Manager, Program Planning and Policy Development Unit
Roxanne Jefferson, Manager, Constituent Services/ICPC Unit
Cheryl Christian, Manager, Family Violence Unit
Amy Hale, Manager, Child Placement and Provider Support Unit